



# TRANSPORTATION 11 – Student Transportation Fees

Date: May 5, 2014 Revised Date: Feb. 24, 2016 Responsible Administrator: Secretary-Treasurer

## 1.0 RATIONALE

All Early Childhood Services to Grade 12 students accessing transportation services in Sturgeon School Division shall pay a transportation fee as directed in Policy I/1 – Student Transportation Services.

1.1 Transportation will be available for students who meet the criteria as set out in the Guidelines 2.2 and 2.3 of Policy I/1.

1.2 Students residing closer to the school site than the distances as specified in Guidelines 2.2 and 2.3 of Policy I/1 may be provided with transportation service if space is available.

## 2.0 PROCESS

The Secretary Treasurer will be responsible for ensuring the collection of transportation fees is undertaken according to established guidelines.

## 3.0 GUIDELINES

Transportation fees for the 2016-2017 school year are:

|   | Early Bird Rate* | Regular Rate |
|---|------------------|--------------|
| Headstart                               | -                | \$100        |
| Pre School Enrichment Program (PEP)     | -                | \$100        |
| Headstart and PEP (Noon Transportation) | -                | \$150        |
| Kindergarten Full day                   | \$100            | \$150        |
| Kindergarten Half day                   | \$175            | \$225        |
| Eligible                                | \$175            | \$225        |
| Ineligible                              | \$200            | \$250        |
| School of Choice                        | \$200            | \$250        |
| Non Resident                            | \$250            | \$300        |
| Eligible Family Rate                    | \$525            | \$675        |
| Ineligible Family Rate                  | \$600            | \$750        |
| School of Choice Family Rate            | \$600            | \$750        |
| Non Resident Family Rate                | \$750            | \$900        |

\*Early bird rate available until June 27<sup>th</sup>

References: Board Policy I/1 – Student Transportation Services



## TRANSPORTATION 11 – Student Transportation Fees

Date: May 5, 2014 Revised Date: Feb. 24, 2016 Responsible Administrator: Secretary-Treasurer

---

### **Definitions:**

***Headstart and PreSchool Enrichment Program (PEP)*** – any student enrolled in a Headstart or PreSchool Enrichment Program (PEP) is eligible only for the regular rate fee.

***Kindergarten Full days*** – any Kindergarten student that is enrolled in a full day program or a Headstart or PEP student who is enrolled in a half day program but reside in an area where there is no noon time transportation available.

***Kindergarten Half Days*** - any Early Childhood student that is attending Sturgeon Heights\*, Morinville Public, Namao or Guthrie schools and is eligible for and resides in the noon transportation boundaries.

\*Sturgeon Heights only applies to the children attending day cares that are serviced at noon time.

***Eligible*** - any student that resides 2.4 km or more to their designated school.

***Ineligible*** - any student that resides less than 2.4 km to their designated school.

***School Of Choice***- any student who is attending a school other than the one designated by the established boundaries and are not enrolled in a Sturgeon School Division directed program such as: French Immersion, LOGOS, CTS or Special Education.

***Non Resident***- any student that lives outside of the Sturgeon School Division boundary and attends a Sturgeon school.

***Family Rates***- the family rate applies to families with more than three children in the same category. If your family is a blend of two or more categories the fees reflected in your Parent Portal account will be the fees for your individual family rate.

- 3.1 Fees shall be due and payable at the time of registration by online payment via the PowerSchool Parent Portal, cash or cheque. If paid by June 27<sup>th</sup>, the early bird rate applies.
  - 3.1.1 An administration fee will be charged for each cheque returned.
- 3.2 Any student new to the Division, who enrolls after June 27<sup>th</sup>, will pay the regular rate or a portion of the fee, prorated on a 10 month basis.

---

References: Board Policy I/1 – Student Transportation Services

---



## TRANSPORTATION 11 – Student Transportation Fees

Date: May 5, 2014 Revised Date: Feb. 24, 2016 Responsible Administrator: Secretary-Treasurer

---

- 3.2.1 Any student entering the Division after March 31<sup>st</sup> of the school year will not be charged any portion of the Transportation fee.
- 3.3 All refunds shall be determined by the Transportation Department. No refunds will be approved except for students moving out of the transportation service area, transferring to another school jurisdiction or graduating during the school year. A request in writing will be required from parent/guardian stating reason for cancellation of transportation service before refund will be granted.
- 3.3.1 A refund of Transportation fees will be determined on a prorated monthly basis.
- 3.3.2 After March 31 of the school year, Transportation fees will not be refunded.
- 3.4 Students enrolled prior to September 30<sup>th</sup> may apply for transportation services at any time during the school year. The transportation fee will be the regular rate (not prorated). Payment is due in full upon registration. Students must meet the criteria as set out in Policy I/1.
- 3.5 Any student registered for Transportation Services, whose fees have not been paid by January 31<sup>st</sup> will receive a statement of the outstanding balance, which is due immediately.
- 3.6 Any outstanding balances as of April 30<sup>th</sup> will be forwarded to a collection agency.
- 3.7 In cases of genuine hardships, the Transportation Manager, in consultation with the Principal, has the discretion to waive or make alternative payment arrangements.

---

References: *Board Policy I/1 – Student Transportation Services*

---